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MEMO FOR THE RECORD

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1. On this date [REDACTED]

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[REDACTED] two representatives of

(a/c and electrical engineers) to present comments and recommendations based on a review of the preliminary air conditioning drawings which had earlier been submitted by the A&E, and to permit the designers to make an on-site inspection of the area prior to their proceeding with their detailed design.

2. The principal comments presented to the A&E were:

A. That the A&E should consider alternate duct route from that shown for the return air from rooms 11 and 12 B which will not necessitate penetrating the roof (which would probably create later building maintenance problems). The duct would have to be rerouted to some degree, anyway, as the point of entry through the roof in the preliminary drawing was through a roof beam. The original concept would also have required an additional security grill in the duct.

B. It was suggested that the supply duct for the office spaces be rerouted along the ceiling of the restroom, and corridor, thus eliminating two 90° turns and also the need to frame around the duct in the offices for aesthetic reasons.

C. It was suggested the return air from the front side of the building be slightly rerouted to reduce the number of wall openings needed.

D. The A&E was advised that a glass partition is planned across one end of Room 10, and air volumes and diffuses locations may require adjustment.

E. All points at which ducts are required to cross over and which might create problems of low head room were discussed and inspected.

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FILE	[REDACTED]

Details of security grilles in ducts will be supplied to the A&E.

The A&E was advised that certain special conditions during the construction phase must be included in the specifications relative to the contractor's access to some areas which will be limited to specified times, as determined by the government.

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